

## Petition for Transfer Course Review

Attach copy of course description and content outline (syllabus). If course includes a lab, include lab objectives, content and activities. Be sure to include title and author of textbook(s) and lab manual(s) utilized in the course.

Return form & supporting documents to Recruitment & Admissions.

### Recruitment & Admissions

**Mail:** 920 Stanton L. Young Blvd., Suite 2450  
Oklahoma City, OK 73104-5036  
**Phone:** (405) 271-2359  
**Fax:** (405) 271-2480  
**Email:** admissions@ouhsc.edu

### STUDENT INFORMATION

Student Name (Last, First, Middle)	Student ID	Date of Request
College	Program	Email Address

### TRANSFER COURSE INFORMATION

Transfer Institution	City, State					
Department & Course Number	Course Title					
Credit Hours	Semester Hours	Quarter Hours	Hours in Lecture	Hours in Lab	Semester/Year Taken	Grade

#### For OU Prerequisite Course

OU Department & Course Number	Course Title	Credit Hours
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### EQUIVALENCY REVIEW (TO BE COMPLETED BY OU COURSE EVALUATOR)

Approved Equivalency	Recommended for Substitution
Denied Equivalency	Not Recommended for Substitution
Comments/Rationale	
Evaluator Signature	Date

### SUBSTITUTION REVIEW

Approved Substitution   one-time basis	Comments/Rationale
Approved Substitution   for all students	
Denied Substitution	
College Dean or Designee Signature (If Applicable)	Date

### GENERAL EDUCATION COMMITTEE REVIEW (TO BE COMPLETED BY COMMITTEE CHAIR)

Approved Substitution	Comments/Rationale
Core Area	
Component	
Denied Substitution	
Committee Chair or Designee Signature (If Applicable)	Date